### ARLINGTON PUBLIC SCHOOLS

In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:

Arlington School Committee Standing Subcommittee: Budget Thursday, March 18, 2021 5:30 PM

Conducted by Remote Participation

https://www.mass.gov/doc/order-suspending-certain-provision-of-open-meeting-law/download

Open Meeting

You are invited to a Zoom webinar.

When: Mar 18, 2021 05:30 PM Eastern Time (US and Canada)

Topic: School Committee Budget Subcommittee Meeting, Thursday, March 18, 2021,

5:30 p.m. Webinar

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN mxVP5047R0-hNPIiGKOb2w

After registering, you will receive a confirmation email containing information about joining the webinar.

## FY 22 Budget

- FY22 Superintendent's Budget
- How to address decreased enrollment / Long Range Plan?
- Other funding needs for FY22, FY23

Planning FinComm presentation for 3/31

• FY 20, FY21 finances

EDCO

FY 21 Budget update

Approval of minutes

New business

Old business

## Adjournment

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.

Submitted by Kirsi Allison-Ampe, MD, Chair

Massachusetts law requires all open session meetings of public bodies to be accessible to members of the public, including those with disabilities. If you need reasonable accommodations in order to participate in the meeting, contact the Administrative Assistant to the Arlington School Committee Karen Fitzgerald at kfitzgerald@arlington.k12.ma.us in advance of the meeting.



## **Meeting Location**

## Summary:

Conducted by Remote Participation

https://www.mass.gov/doc/order-suspending-certain-provision-of-open-meeting-law/download

## ATTACHMENTS:

	Type	File Name	Description
D	Reference Material	Remote_Meeting_Script_(00022231xA050C).pdf	Remote Meeting script
D	Reference Material	Remote_Participation_Checklist_for_COVID- 19_Emergency_(00022229xA050C).pdf	Remote Participation checklist
<u> </u>	Reference Material	Supplement_re_Remote_Participation_During_Coronavirus_State_of_Emergency _Checklist_and_Script.pdf_(00022235xA050C)_(1)_(1).pdf	Supplement re Remote Participation during Coronavirus State of Emergency

## DRAFT SCRIPT FOR REMOTELY CONDUCTED OPEN MEETINGS

## **Confirming Member Access:**

As a preliminary matter, this is [identify meeting manager – Chair, support staff, etc.]. Permit me to confirm that all members and persons anticipated on the agenda are present and can hear me.

- Members, when I call your name, please respond in the affirmative. *State each members' name*.
- Staff, when I call your name, please respond in the affirmative. *State each staff members' name*.
- Anticipated Speakers on the Agenda, please respond in the affirmative. *State each anticipated speakers' name.*

## Introduction to Remote Meeting:

Good morning/afternoon/evening. This Open Meeting of [Insert Public Body Name] is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting [will/will not] feature public comment.

For this meeting, [Insert Public Body Name] is convening by [telephone conference/video conference via Zoom App/Facebook Live/etc.] as posted on the Town's Website identifying how the public may join.

# For "Zoom" Meetings

Please note that this meetings is being recorded, and that some attendees are participating by video conference.

Accordingly, please be aware that other folks may be able to see you, and that take care not to "screen share" your computer. Anything that you broadcast may be captured by the recording.

## Meeting Materials

\*For Novus Agenda-Supported Meetings: All of the materials for this meeting, except any Executive Session materials, are available on the Novus Agenda dashboard, and we recommend the members and the public follow the agenda as posted on Novus unless I/The Chair notes otherwise.

\*For Non-Novus Supported Meetings: All supporting materials that have been provided members of this body are available on the Town's website unless otherwise noted. The public is encouraged to follow along using the posted agenda unless I/The Chair notes otherwise.

## Meeting Business Ground Rules

We are now turning to the first item on the agenda. Before we do so, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

• I/the Chair, will introduce each speaker on the agenda. After they conclude their remarks, the Chair will go down the line of Members, inviting each by name to provide any comment, questions, or motions. Please hold until your name is called. Further,

- Please remember to mute your phone or computer when you are not speaking;
- Please remember to speak clearly and in a way that helps generate accurate minutes
- For any response, please wait until the Chair yields the floor to you, and state your name before speaking.
- If members wish to engage in colloquy with other members, please do so through the Chair, taking care to identify yourself.

## • For Items with Public Comment:

After members have spoken, the Chair will afford public comment as follows:

- The Chair will first ask members of the public who wish to speak to identify their names and addresses only;
- Once the Chair has a list of all public commentators, I will call on each by name and afford 3 minutes for any comments.
- Finally, <u>each vote taken in this meeting will be conducted by roll call vote.</u>

[Any additional preliminary comments tailored to meetings]

### REMOTE PARTICIPATION MEETING CHECKLIST

# In Advance of Meeting ☐ All non-emergency items properly posted at least 48 hours in advance ☐ "Executive Order on Remote Participation" is posted with agenda ☐ All members received the same documents for meeting ☐ Supporting documents posted on Novus or Town website (does not have to be 48 hours in advance unless required by law) ☐ For meetings with public participation, encourage written public comments **Initiating Meeting** ☐ Confirm that all Members are present and can hear each other ☐ Read Preamble to Remote Meetings ☐ Note materials for meeting available online through Novus or Town website for the public ☐ Introduce all members, staff, and persons on the agenda ☐ Cover "ground rules" For "Zoom" Meetings ☐ Disable Chat Function for Participants ☐ Click "Record Meeting" ☐ Advise Participants that Meeting is Being Recorded ☐ Caution Participants About Screen Sharing **During Meeting** ☐ Each speaker states their name before each presentation, comment, or question ☐ All votes taken by roll call

☐ Meeting Minutes reflect remote status

# **Technical Difficulties**

If	tec	hnical	dif	ficulties	arise,	Chair	suspends	meet	ing	while	attempts	to
res	solv	e are n	nad	e								
Ke	eep	accura	ate	minutes	noting	gany	disconnec	tions	and	recor	nnections	of
me	emb	ers										



## Town of Arlington Legal Department

Douglas W. Heim Town Counsel 50 Pleasant Street Arlington, MA 02476 Phone: 781.316.3150

Fax: 781.316.3159

E-mail: <a href="mailto:dheim@town.arlington.ma.us">dheim@town.arlington.ma.us</a>
Website: <a href="mailto:www.arlingtonma.gov">www.arlingtonma.gov</a>

To: Select Board

Cc: Town Committees and Commissions; Adam Chapdelaine, Town Manager; John Leone,

Town Moderator

From: Douglas W. Heim, Town Counsel

Date: March 18, 2020

Re: Supplement – Remote Meeting Checklist and Guidance

Please receive this Supplement to the Memoranda from this Office of March 11, 2020, and March 13, 2020 regarding the Town's options for conducting meetings during the coronavirus (or "COVID-19") State of Emergency in the Commonwealth.

As you will recall, meetings by telephone or video conference during the State of Emergency may proceed with all participants engaging remotely, so long as "alternative means of public access" is provided.<sup>1</sup> Public access can be provided by allowing the public to call in or otherwise join meetings remotely so that they can see and/or hear what takes place at remote participation meetings. To assist you in availing yourselves of these options, this Office has developed a checklist and script for Chairs and administrative support staff for remotely

<sup>1</sup> Certain hearings require additional consideration where public comment and/or participation is required.

conducted open meetings which you will find attached. These documents are intended as guides primarily to ensure the following:

- Accurate meeting minutes can be recorded;
- All other requirements of the Open Meeting Law are met;
- The public understands the modifications to the Open Meeting Law during the State of Emergency; and
- Chairs are able to effectively used new technologies such as the "Zoom" app effectively.

Please keep in mind that unlike some other users of teleconference or videoconference technology, it is essentially that a government body's business can be accurately understood and recorded in meeting minutes, and that the public can follow along.

If specific circumstances of your meeting require further counsel, such as conducting an executive session by remote meeting, please contact this Office at your convenience for further support.



## **Open Meeting**

## Summary:

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When: Mar 18, 2021 05:30 PM Eastern Time (US and Canada)

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## FY 22 Budget

## Summary:

- FY22 Superintendent's Budget
- How to address decreased enrollment / Long Range Plan?
  Other funding needs for FY22, FY23



## Planning FinComm presentation for 3/31

Summary:
• FY 20, FY21 finances



## EDCO

## ATTACHMENTS:

	Туре	File Name	Description
D	Reference Material	Bodie_Letter_02102021_(2)_(3).pdf	EDCO Letter
D	Reference Material	EDCO_updated_document_3_5_2021_001.png	EDCO updated 3 5 2021
D	Reference Material	FY21_and_FY22_AssessmentsEDCO_(1).pd	f EDCO FY 21-FY 22 Assessments
D	Reference Material	Program_Summary_v4-1_EDCO.pdf	Program Summary v4-1 EDCO



Cyndy Taymore Executive Director

February 10, 2021

Kathleen Bodie Superintendent Arlington Public Schools 869 Massachusetts Avenue Arlington, MA 02476

Dear Kathy,

In accordance with the EDCO Collaborative Articles of Agreement, the Board of Directors has voted to initiate termination of the collaborative effective June 30, 2022. As required by Article IX: Methods of Termination, the motion was introduced at the request of the Acton-Boxborough school district and passed with the required two-thirds vote (15-0-1).

Subsequently, in accordance with 603 CMR 50.11(2) and the Massachusetts Department of Elementary and Secondary Education's *Collaborative Closing Guidelines*, the school committees of member districts will vote to terminate the collaborative. Such discussion must take place in open public meetings and must occur by March 30, 2021. The EDCO Board of Directors has voted that a simple majority is required by each school committee to approve termination.

Lastly, the EDCO Board of Directors has voted to provide the executive director the authority to close individual programs and services. Closing dates for individual programs will be determined after consultation with Program Directors and partner agencies and may differ from the termination date of the Collaborative.

Please note that termination of the collaborative is final only when the collaborative has met all legal requirements, including the completion of items outlined in the *Collaborative Closing Guidelines*.

Sincerely,

Cyndy Taymore

Interim Executive Director

Cyndys. Tarz

**EDCO** Collaborative

# FY21 Projected Operating Cost Deficit (\$911,783)

# Estimated Assessment Costs for Each Member District to Clear Projected FY21 Remaining Deficit

Member District	FY21 Assessment Rate	Assessment
Acton-Boxborough	7.50%	\$68,383.73
Arlington	7.85%	\$71,574.97
Bedford	5.74%	\$52,336.35
Belmont	6.91%	\$63,004.21
Brookline	8.98%	\$81,878.12
Carlisle	3.31%	\$30,180.02
Concord	4.24%	\$38,659.60
Concord-Carlisle	3.79%	\$34,556.58
Lexington	8.72%	\$79,507.49
Lincoln	3.36%	\$30,635.91
Lincoln-Sudbury	3.96%	\$36,106.61
Newton	12.28%	\$111,966.97
Sudbury	4.65%	\$42,397.91
Waltham	7.64%	\$69,660.23
Watertown	5.70%	\$51,971.64
Weston	5.37%	\$48,962.75

# FY21 Projected Operating Cost Deficit (\$1,105,783)

# Assessment Costs for Each Member District to Clear Projected FY21 Remaining Deficit

Member District	FY21 Assessment Rate	<u>Assessment</u>
Acton-Boxborough	7.50%	\$82,933.73
Arlington	7.85%	\$86,803.97
Bedford	5.74%	\$63,471.94
Belmont	6.91%	\$76,409.61
Brookline	8.98%	\$99,299.31
Carlisle	3.31%	\$36,601.42
Concord	4.24%	\$46,885.20
Concord-Carlisle	3.79%	\$41,909.18
Lexington	8.72%	\$96,424.28
Lincoln	3.36%	\$37,154.31
Lincoln-Sudbury	3.96%	\$43,789.01
Newton	12.28%	\$135,790.15
Sudbury	4.65%	\$51,418.91
Waltham	7.64%	\$84,481.82
Watertown	5.70%	\$63,029.63
Weston	5.37%	\$59,380.55

## **EDCO ESTIMATED FY22 Closing Costs**

Note: All costs are estimated at this time

### Assumptions:

All operations are discontinued

Tasks	Notes	Range of Pot	ential Costs
Financials - Business Management Costs Post Closing	Costs of management of EDCO financials (July 1, 2021 to June 30, 2022). Business Office  Management by TMS  Assumes all financial management completed by June 30, 2022. If FY22 audit required additional costs will need to be applied	\$96,000.00	\$96,000.00
Staff Payroll Costs	Executive Director and staff to close out operations in FY22	\$399,301.00	\$268,333.00
Health Insurance	Retirees and staff	\$260,000.00	\$183,000.00
Non-Employee Insurance	D&O Policy Claims Made Policy - One year coverage for extensions on the Claims Made policy to cover Employment Practices Liability Coverage (Fy22 and after Close)	\$91,550.00	\$42,000.00
Facility Costs	Utiltities and Services	\$10,000.00	\$0.00
HR Access - Harpers Payroll	Fee for access to payroll system for FY22 and up to one year after closing date.  After a year any payroll reports or documentation would have to be requested from Harpers  Payroll	\$2,500.00	\$1,500.00
Financial tools - Infinite Visions	Fee for access to accounting system for FY22 and one year after closing date.	\$32,000.00	\$10,000.00
Retiree Health Insurance	OPEB Obligation -	\$1,100,000.00	\$0.00
Employee Vacation Payout	Upon termination of active employee contracts, vacation time will need to be paid out	\$232,588.05	\$232,588.05
Audit	FY21 and FY22 Audits	\$70,000.00	\$20,000.00
Legal Fees	Estimated Legal Fees, FY22 / Retainer fee to handle inquiries and/or issues post closing	\$10,000.00	\$5,000.00
Website Costs	Cost to have EDCO website hosting and domain name renewed for 10 years	\$750.00	\$750.00
Moving and Disposal Costs for all EDCO sites	Cost to move and/or dispose of all EDCO assets as directed by EDCO Board	\$50,000.00	\$25,000.00
Line of Credit	Repayment of Rockland Trust Line of Credit	\$485,000.00	\$485,000.00
Cost of termination of lease	Cost of breaking lease at 36 Middlesex Turnpike (payout fy22 to end of lease6/30/2029) + cost to return (return to usage)	\$4,798,338.00	\$0.00
Property Taxes	Property Taxes - approx 29,000 per quarter	\$928,000.00	\$0.00
	ESTIMATED TOTAL	\$8,566,027.05	\$1,369,171.05

### Assessment Costs for Each member District to Clear FY22 Closing Costs

	FY21 Assessment Rates	Range of Potential Assessment	
Acton-Boxborough	7.50%	\$642,452.03 \$102,687.83	
Arlington	7.85%	\$672,433.12 \$107,479.93	
Bedford	5.74%	\$491,689.95 \$78,590.42	
Belmont	6.91%	\$591,912.47 \$94,609.72	
Brookline	8.98%	\$769,229.23 \$122,951.56	
Carlisle	3.31%	\$283,535.50 \$45,319.56	
Concord	4.24%	\$363,199.55 \$58,052.85	
Concord-Carlisle	3.79%	\$324,652.43 \$51,891.58	
Lexington	8.72%	\$746,957.56 \$119,391.72	
Lincoln	3.36%	\$287,818.51 \$46,004.15	
Lincoln-Sudbury	3.96%	\$339,214.67 \$54,219.17	
Newton	12.28%	\$1,051,908.12 \$168,134.20	
Sudbury	4.65%	\$398,320.26 \$63,666.45	
Waltham	7.64%	\$654,444.47 \$104,604.67	
Watertown	5.70%	\$488,263.54 \$78,042.75	
Weston	5.37%	\$459,995.65 \$73,524.49	

Assessment Costs for Each Member District to Clear FY21 Operating Cost Deficit and FY22 Closing Costs				
	FY21 Assessment Rates	Range of Potent	ial Assessment	
Acton-Boxborough	7.50%	\$725,385.75	\$185,621.55	
Arlington	7.85%	\$759,237.09	\$194,283.89	
Bedford	5.74%	\$555,161.90	\$142,062.36	
Belmont	6.91%	\$668,322.07	\$171,019.32	
Brookline	8.98%	\$868,528.54	\$222,250.87	
Carlisle	3.31%	\$320,136.91	\$81,920.98	
Concord	4.24%	\$410,084.75	\$104,938.05	
Concord-Carlisle	3.79%	\$366,561.60	\$93,800.76	
Lexington	8.72%	\$843,381.84	\$215,815.99	
Lincoln	3.36%	\$324,972.82	\$83,158.46	
Lincoln-Sudbury	3.96%	\$383,003.68	\$98,008.18	
Newton	12.28%	\$1,187,698.27	\$303,924.36	
Sudbury	4.65%	\$449,739.17	\$115,085.36	
Waltham	7.64%	\$738,926.29	\$189,086.49	
Watertown	5.70%	\$551,293.17	\$141,072.38	
Weston	5.37%	\$519,376.20	\$132,905.03	

### **EDCO COLLABORATIVE PROGRAMS\***

## Academic Programs

The North Crossing Academy Therapeutic Day Program (NCA) offers a range of services for students in grades 6-12 who are diagnosed with clinical mental health emotional issues that adversely impact their daily performance in the classroom academically as well as socially and emotionally. NCA offers a comprehensive Therapeutic Day School Program that provides educational instruction to students with unique academic, emotional, and social challenges by offering a highly structured therapeutic environment while maintaining academic integrity.

The EDCO/NCA 45-Day Assessment Program serves students in grades 6-12 who are referred by their school districts for an in-depth analysis of learning, social, emotional and/or behavioral needs. Curriculum guidelines are obtained from the students' home schools and lessons are designed to keep the students current in academic subjects.

The Deaf and Hard of Hearing Program, in collaboration with Newton Public Schools, provides students with academic and social emotional learning in both integrated and self-contained settings. Students enrolled in general education courses receive instruction from a general education teacher with supplemental aids and services as determined by their Individualized Education Plan (IEP). Self-contained classes, geared towards individualized small group instruction, are taught by certified Teachers of the Deaf. All students have access to the full-range of academic and extra-curricular offerings at both F.A. Day Middle School and Newton North High School in addition to EDCO sponsored activities.

Students in the academic programs above will be assigned new placements by the sending districts responsible for their IEPs.

EDCO Youth Alternative (EYA) provides a full academic program, along with counseling and related support services, for students who have dropped out, are significantly at risk of dropping out, or are several years delayed in earning a high school diploma. These students require a more supportive environment than a large, traditional high school can offer. The program is funded by the City of Boston and Department of Labor through the Mayor's Office of Workforce Development, along with the Boston Public Schools. Students at EYA enjoy small, accredited classes in regular high school subjects with the goal of attaining a BPS high school diploma.

Students in the EYA are all Boston students. Boston Public Schools has several alternative programs to which they may be assigned. Boston Public Schools can also seek a new partner to manage the program if they chose. The contract with BPS expires June 2021.

## Professional Development Programs

IDEAS builds upon EDCO's mission to support member and non-member districts as they focus on culturally proficient schools and classrooms. IDEAS offers professional learning opportunities to school districts as they work to enhance the anti-racist and inclusive practices identified in Standards II and III of the MA Department of Elementary and Secondary Education Model Teacher Rubric. In addition, IDEAS works with districts and organizations to develop a range of professional development opportunities in cultural proficiency, consultation about curriculum and developing culturally proficient classrooms and schools, affinity group

meetings for educators of color, and conferences for middle and high school students to help shape diversity initiatives.

We will work with IDEAS to find the program a new "home." At this time three organizations have indicated interest in IDEAS.

EDCO's Educator Leadership Institute (ELI) is a licensure program preparing teachers and administrators for Principal/Assistant Principal PreK-8 or 5-12. Upon completion of the coursework, ELI endorses the cohort of candidates to the Massachusetts Department of Elementary and Secondary Education for licensure. Candidates may also choose to receive a Master's Degree in partnership with Fitchburg State University. Similarly, we will help ELI find a new partner. Two organizations are interested in ELI.

The McSwiney Center for Professional Learning provides professional learning programs, networking opportunities, and special projects to assist member school districts in strengthening their curriculum and instruction.

The McSwiney Center program goals are developed by district representatives on EDCO's Program Advisory Committee in concert with EDCO staff to address current issues and needs across the collaborative.

The McSwiney Center has experienced declining enrollment over the past two years. Many districts have developed their own comprehensive professional learning programs. In addition, other districts have entered into regional collaborations to offer PD together in order to be more cost efficient.

## **Grant Programs**

The New England High School Equivalency Program (NE HEP) is grant funded through the Office of Migrant Education of the US Department of Education since 2016. The program supports migratory and seasonal farm workers in preparing and testing for the GED or high school equivalency test (HiSET). The program works with graduates to achieve improved employment, post-secondary education, or training. NE HEP serves students in Massachusetts, Vermont, New Hampshire, and Maine through a joint collaboration between EDCO, the University of Vermont Extension Program, World Education Inc., and with the support of the Migrant Education Programs in each of the four states.

The HEP contract with EDCO expires June 30, 2021. We have encouraged the program director for HEP and the program director for the Migrant Education Project to explore options that would benefit the students in both programs.

EDCO's Habilitative Services Program at Wrentham Developmental Center (WDC) provides therapeutic services to over 208 adult residents with intellectual disabilities, through a grant awarded by the Department of Developmental Services. The Habilitative Services provided by the team include adapted physical education, occupational therapy, physical therapy, and orientation and mobility. Through these services, the team provides residents significant opportunities for improved health, safety, recreation, and leisure throughout the year. The contract with Wrentham expired December 31, 2020 but was extended for six months due to COVID-19. The RFP for a new contract has been posted. The Department of Developmental Services will choose another organization in accordance with procurement regulations. We are encouraging other collaboratives to bid on the contract.

The Special Education Surrogate Parent (SESP) Program appoints trained volunteers to act as special education decision-makers for students who have no parent or legal guardian. These students typically reside in a variety of living situations that may include residential schools, group homes, hospitals or pediatric nursing homes, state institutions, diagnostic placements, and shelters. The SESP Program works in partnership with the Massachusetts Federation for Children with Special Needs, which is responsible for volunteer recruitment, training, and support.

SESP is in the first year of a five-year grant. We will work with SESP, the Federation, and DESE to transfer the grant to an appropriate partner.

The Experienced Directors of Special Education Institute is a grant-funded program in partnership with Teachers 21. The program provides professional development to Special Education administrators.

This grant expires June 30, 2021.

The IEP Improvement Project is intended "to improve outcomes for all students with disabilities by providing guidance, technical assistance, and tools on equitable processes to school and district professionals, families, and students so that all students with disabilities have meaningful access to the curriculum frameworks and life of the school." As the grant recipient, EDCO staff manage the project in collaboration with DESE staff.

The grant expires on June 30, 2021.

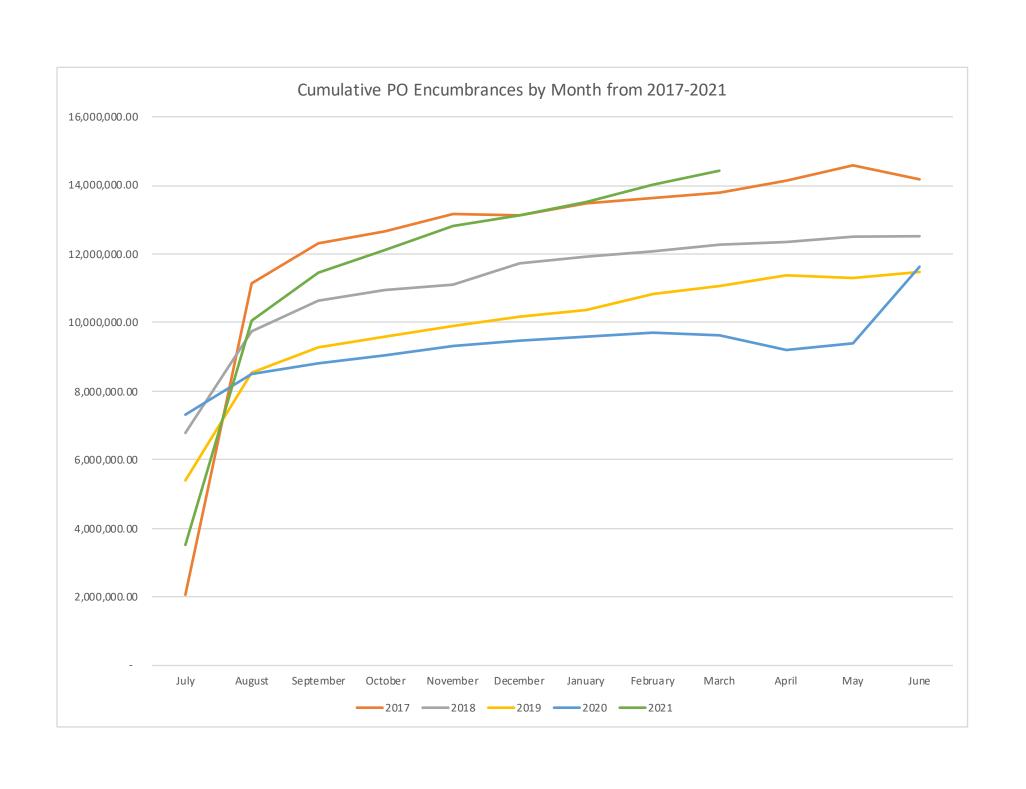
\*The programs listed are those programs currently running. Other programs and services listed on the website ceased to run at the end of the 2019-20 school year or were suspended due to COVID-19 for this year.

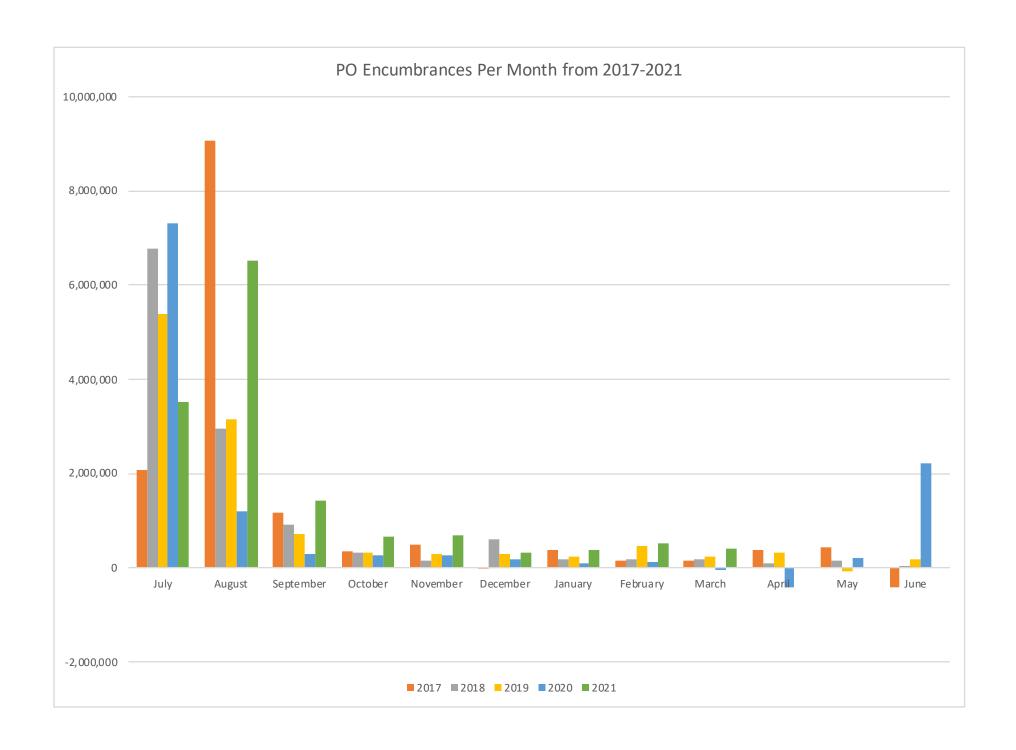


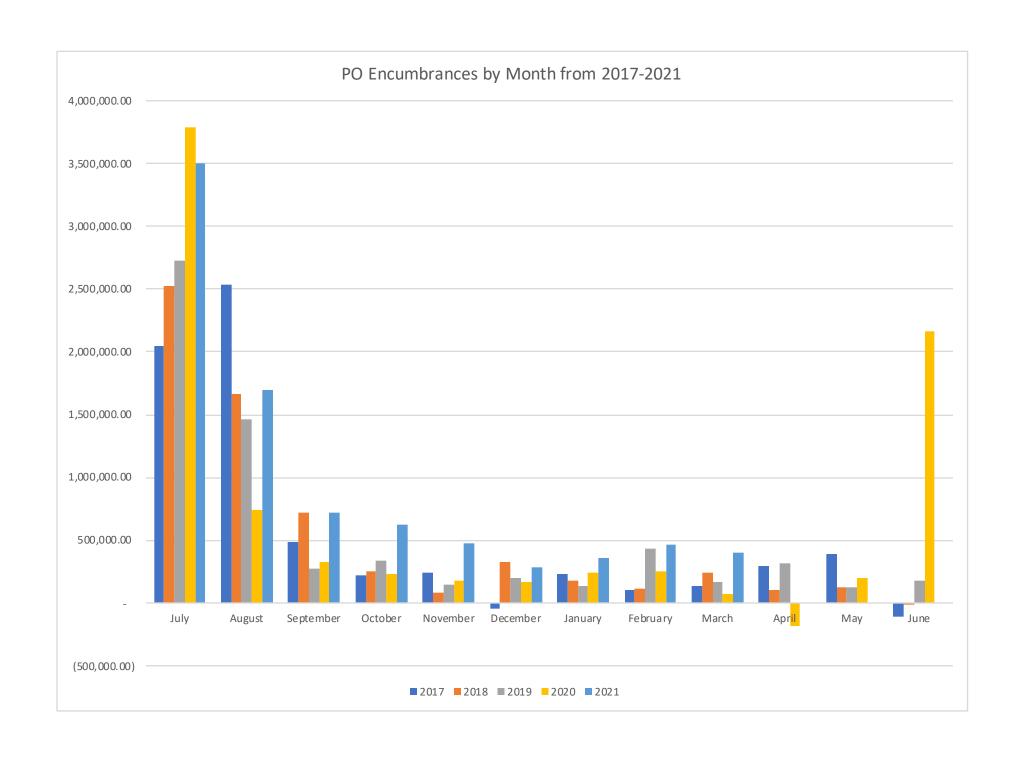
## FY 21 Budget update

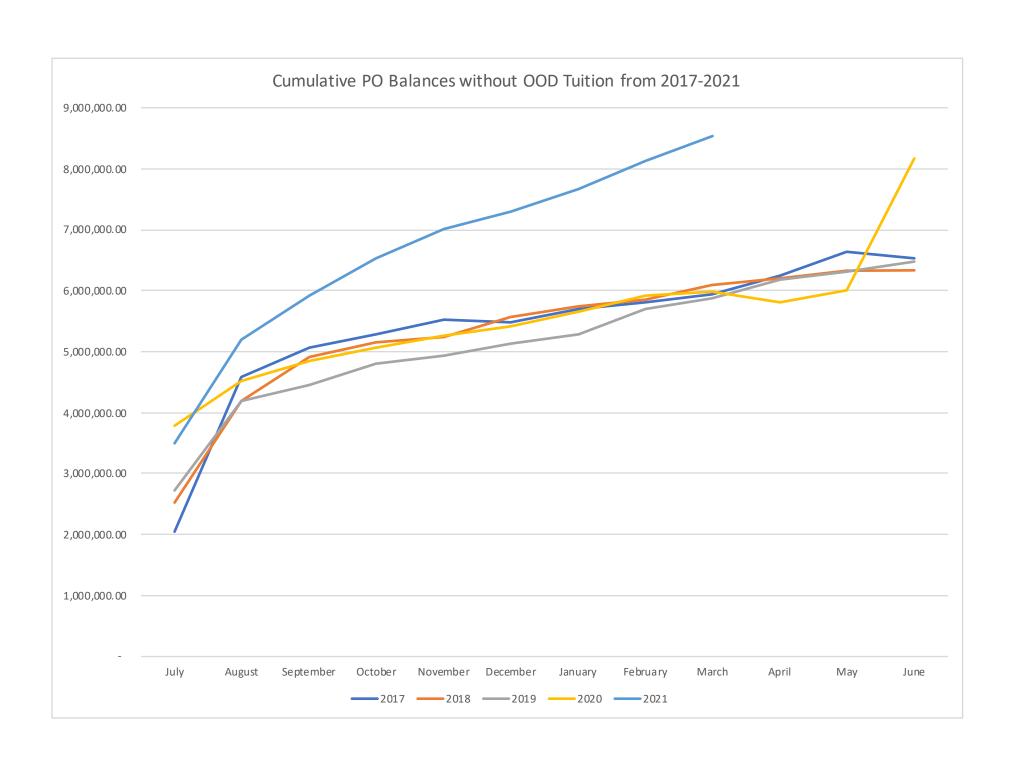
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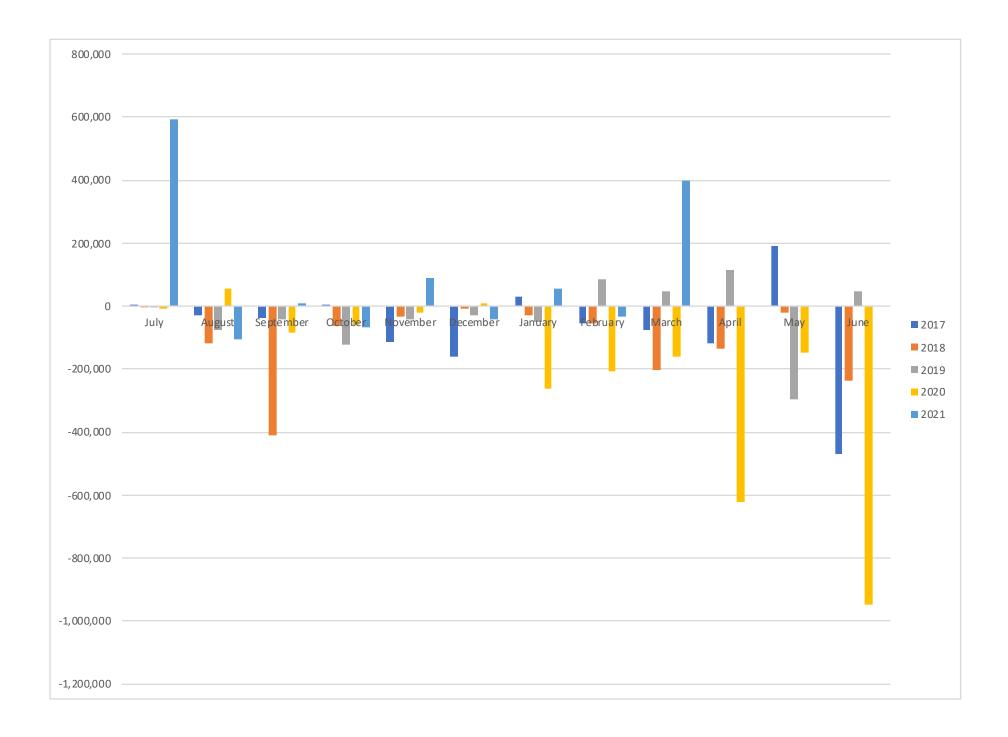
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ם	Budget Document	FY17- FY20_Encumbrance_Analysis.xlsx[Group]_(1).pd	FY 17-FY20 Budget
ם	Dudget	FY17- FY20_Encumbrance_Analysis.xlsx[Group]_(1).pd	

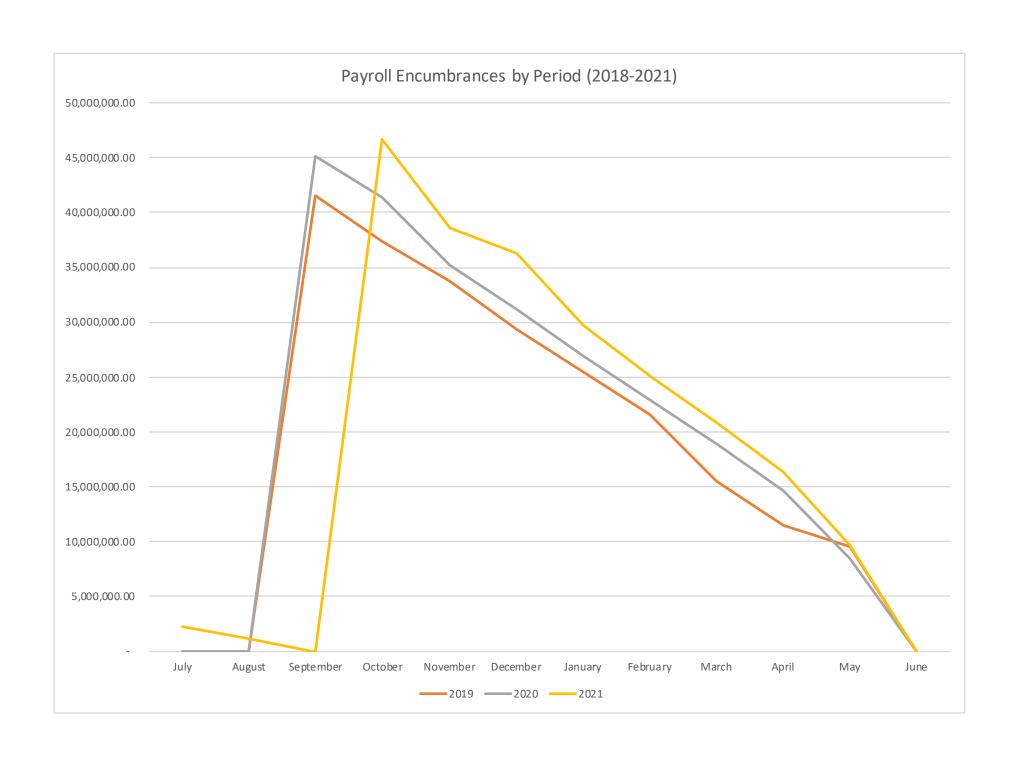


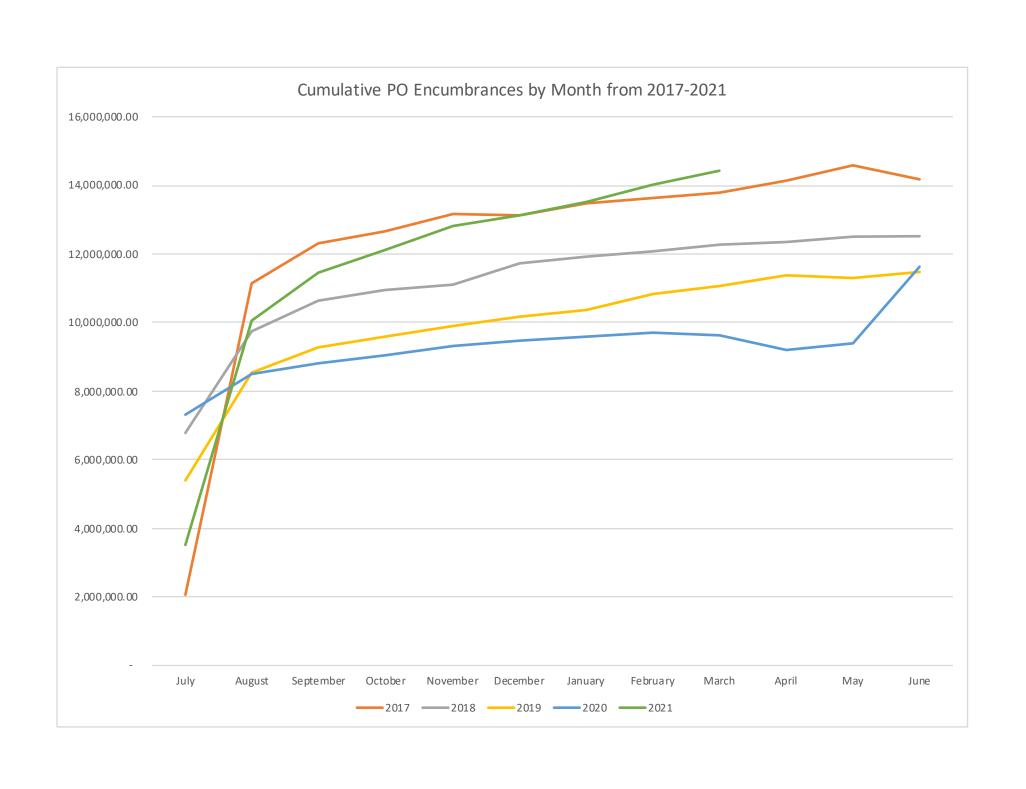


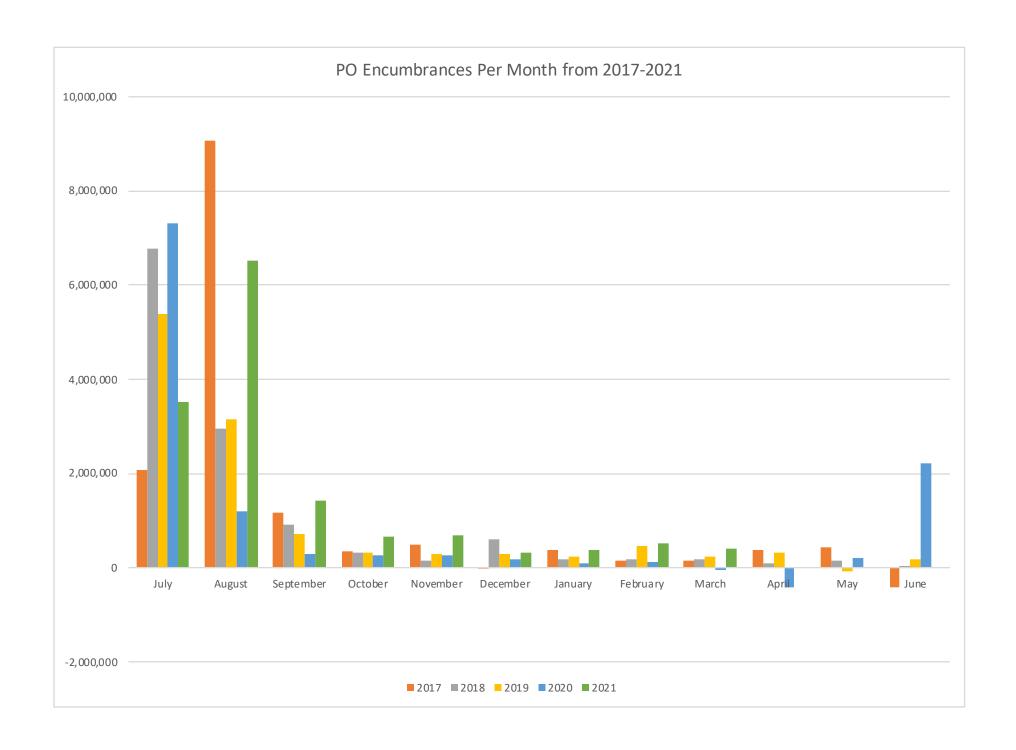


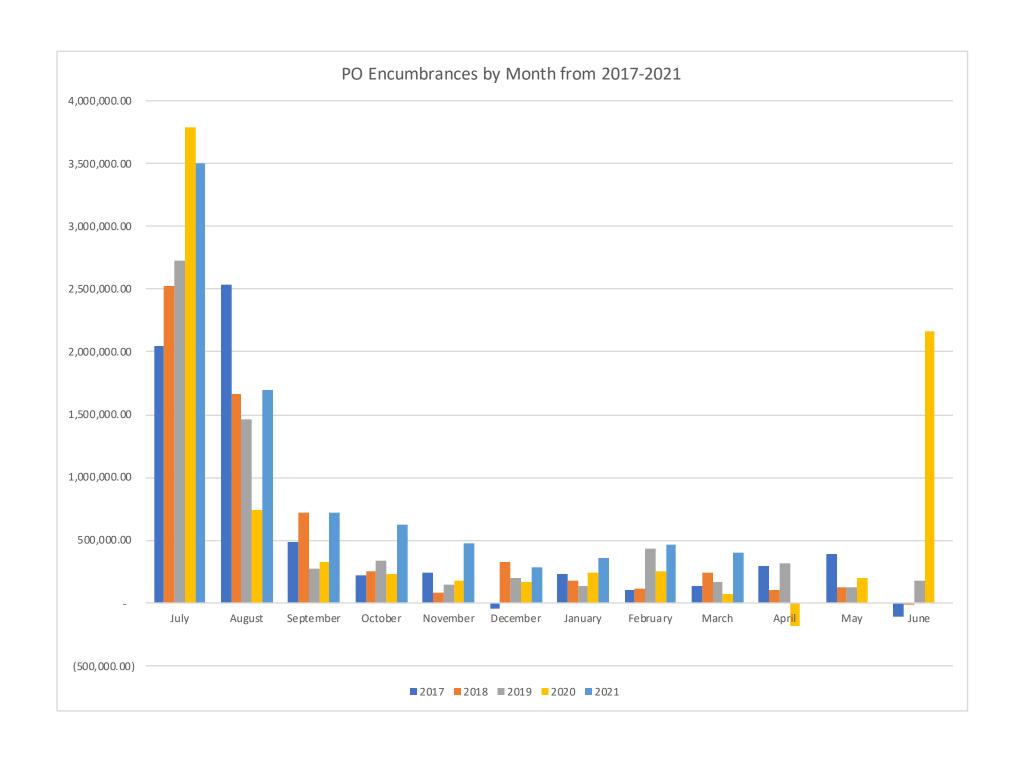


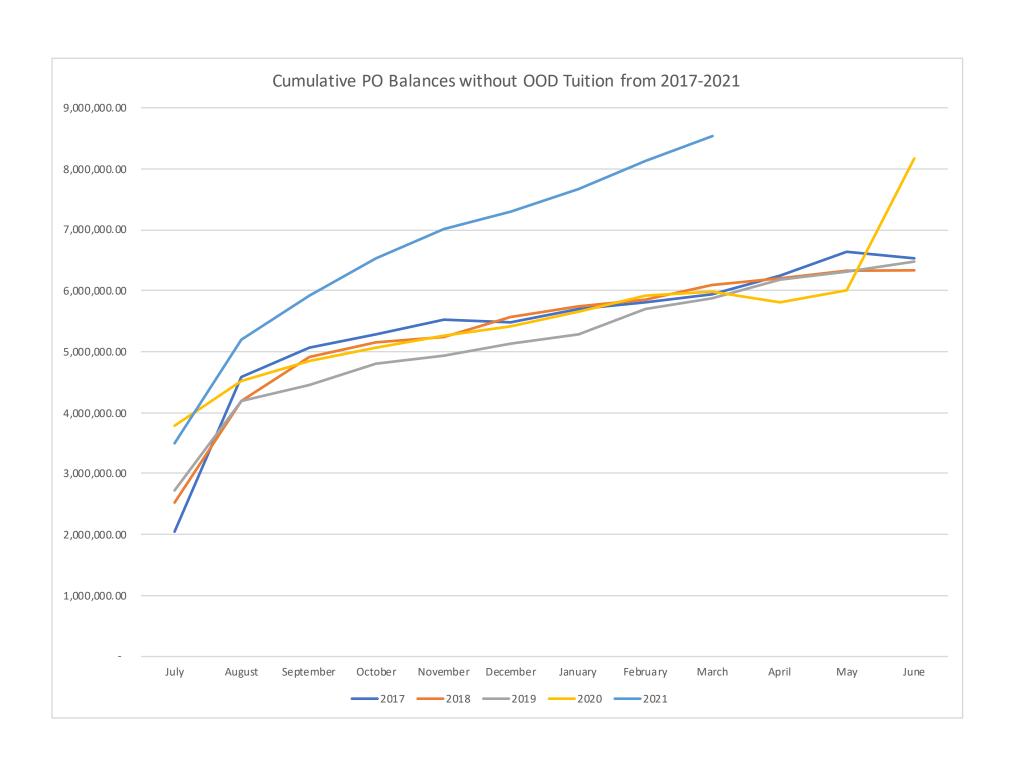


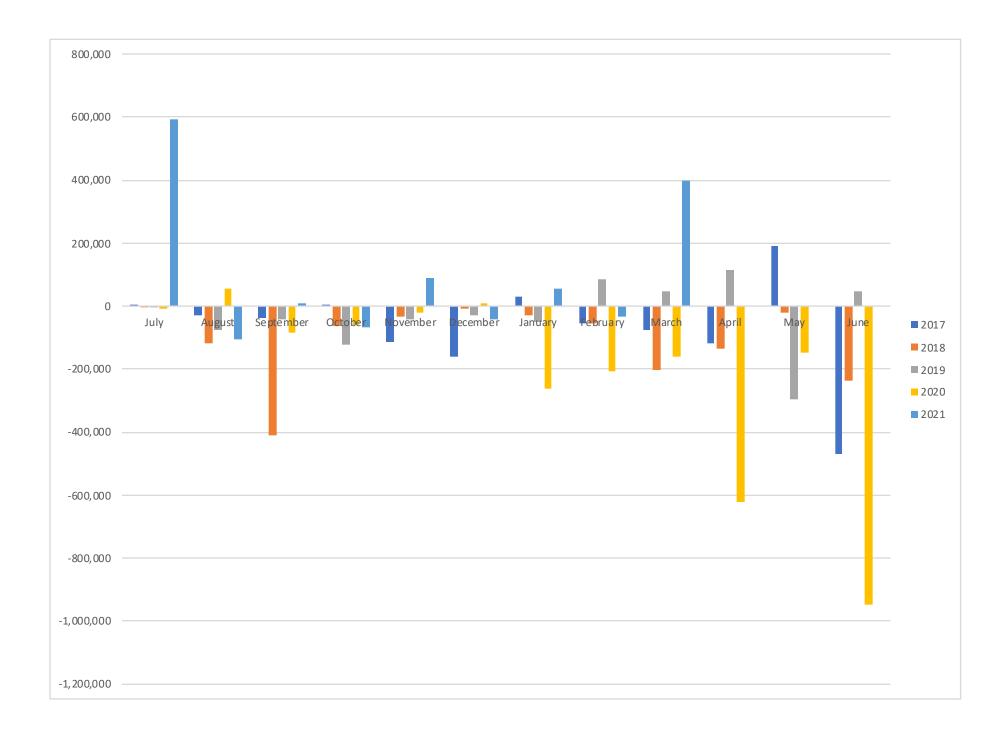


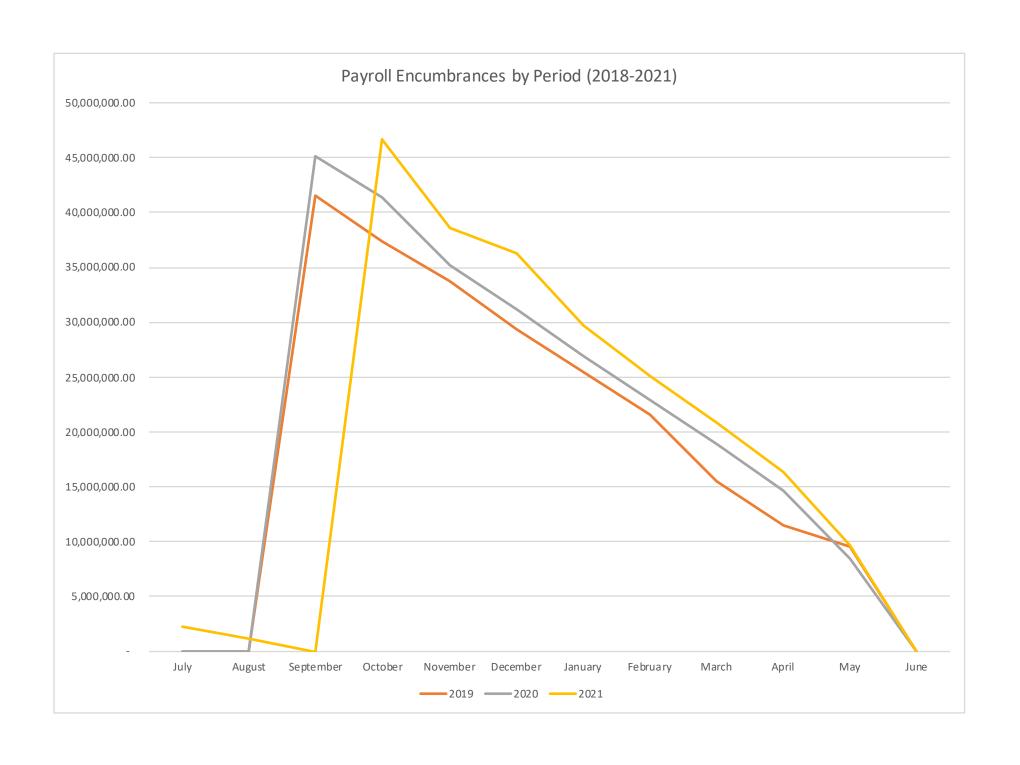














Approval of minutes



**New business** 



Old business



Adjournment



Submitted by Kirsi Allison-Ampe, MD, Chair